

PERSONAL FINANCE

FIN 161 – Mo1

You are responsible for knowing and understanding the contents of this syllabus. This syllabus represents a contract between the student and the instructor.

INSTRUCTOR

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OFFICE

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andrew.head@wku.edu (Best contact between classes)

OFFICE HOURS

By Appointment

REQUIRED MATERIALS

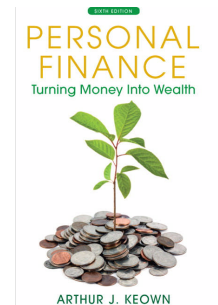
TEXT

Personal Finance: Turning Money into Wealth, 6/E (or newer)

-Arthur J. Keown

ISBN-10: 0132719169

ISBN-13: 9780132719162



Purchasing Options

New = \$250.60 (Ridiculous!)

Loose Leaf = \$167.93

eText = \$102.99

Used=Approx \$60

CALCULATOR

Texas Instruments BAI Plus

Available for approximately \$28 at various stores



STUDENTS WITH DISABILITIES

In compliance with university policy, students with disabilities who require accommodations (academic adjustments and/or auxiliary aids or services) for this course must contact the Office for Student Disability Services in DUC A-200 of the Student Success Center in Downing University Center. The phone number is 270-745-5004.

Please **DO NOT** request accommodations directly from the professor or instructor without a letter of accommodation from the Office for Student Disability Services.

COURSE DESCRIPTION

This course is designed to serve the personal finance needs of students regardless of their major fields. Practical applications in person and family financial planning, including credit, buying, borrowing, banking, insurance, investments, taxation, estate planning and home ownership are discussed. The material will be kept basic in nature and a business background is not required. **This does not mean the material is EASY.**

By its nature, finance involves **mathematics**. An adequate grasp of simple algebra is a must. Some statistical analysis will be required but any statistics used will be reviewed.

METHOD OF INSTRUCTION

This course will be conducted in a lecture/discussion format, primarily involving critical thinking and problem solving. Students are expected to take an active role, both in the classroom and out of class.

COURSE OBJECTIVE

To provide and develop the necessary tools to allow the student to become an informed citizen and financially responsible member of society especially as it relates to the personal financial aspects of the student's current and future life. This course is part of the General Education curriculum at WKU, and as such meets several of the General Education goals and objectives, per the following.

GENERAL EDUCATION REQUIREMENT

This class satisfies 3 hours of general education requirements in Category C: Social and Behavioral Sciences. Category C meets Goal 9 of the General Education curriculum which is to develop an "understanding of society and human behavior." This course will deal specifically with these three sub-goals of Goal 9:

1. Identifies social processes and structures from local to global levels.
2. Explains how cultural, political, and economic forces affect society and individuals and
3. Describes basic social problems and issues, potential solutions, and their impact on people and institutions

Topics in this class demonstrate how society and individuals benefit when individuals take responsibility for personal financial decisions, how planning makes for effective decisions, and will discuss strategies to consider when planning. We will explore personal behaviors that both exacerbate and ameliorate not only individual situations but societal problems, especially in the financial area.

While the personal finance area can be viewed as highly technical in nature, in the end the financial

problems that arise in people's lives often result from behavioral imperfections and imperfections in the financial structures that individuals must deal with in their everyday life. This course will address some of these imperfections and develop strategies for dealing with them. There is both a social and behavioral component to the personal finance area, and we will address them in this course.

GRADING

EXAMS – 450 Points

There will be two exams and a final exam, each of which will be taken online on **Blackboard**. The exams will be primarily in a multiple-choice format. Exams cover **ALL** assigned reading material whether or not covered in class lectures.

EXAM SCHEDULE AND VALUE

	<u>Points</u>	<u>Date (Tentative)</u>
Exam 1 ONLINE	150	5/26 by 1030AM
Exam 2 ONLINE	150	6/8 by 1030AM
Exam 3 ONLINE	150	6/13 by Midnight

VARIOUS PERSONAL FINANCE ASSIGNMENTS 150 Points

Assignments will be posted on and must be submitted through **BlackBoard**. Points for each assignment depend on its complexity. Homework assignments can be resubmitted an unlimited number of times, up until the due date/time. I will not reopen missed assignments for any reason.

STOCK TRACKING ASSIGNMENT 70 Points

This will be discussed in class.

RETIREMENT PROJECT 50 Points

There will be a project assigned where you will be required to calculate your required retirement contributions under various scenarios. This will be assigned further into the course.

SEMESTER BUDGET PROJECT 80 Points

In Chapter 2 we will discuss (amongst other things) proper budgeting techniques. Due to the fact that a solid approach to budgeting is absolutely pivotal to your long-term financial success, while taking this course it is important that you get to practice with software packages that will make your future financial life a LOT easier. Because this is such an important step in financial success, you will be required to use the **YouNeedABudget** software package (this will be discussed in class) to record your financial transactions and category budgets. Other software can be used **ONLY** with **prior** permission. You will be submitting sharing your budgets with me through the "Cloud" using Dropbox. Details of this will be discussed in class. This **MUST** be shared with me no later than the first exam. Late submissions will **NOT** be accepted.

COURSE GRADE:

2 Exams @ 150	= 300 points
1 Final Exam @ 150	= 150 points
Homework	= 150 points (this is an estimate)
Retirement Project	= 50 points
Stock Tracking	= 70 points
Budget Project	= 80 points
Participation & Att.	= 25 points

TOTAL = 825

GRADES: Failure to take ALL exams will result in an “F” for the course, otherwise your grade will be based on the total points you earn in the course and determined by the following FIXED scale:

A: 90-100% of total pts.; B: 80-89%; C: 70-79%; D: 55-69%; F: < 58%

CLASS POLICIES

- **I do not give make up exams.** If you have *extreme* circumstances that prevent you from taking the exam when scheduled, you must contact me at least 24 hours in advance and arrange for an alternative time to take a more difficult exam. The alternative exam must be taken before exams are handed back (usually the following class period) and will only be accepted for a grade with proof of excuse. Alternative exams will be different and harder than the original.
- **Quizzes and in-class assignments cannot be made up. Absences on these days result in a zero.**
- You are responsible for all material covered in class as well as obtaining handouts. If you miss class, it is **your responsibility** to get notes and handouts from one of your classmates. I only provide handouts once.
- Attendance and preparation are *extremely* important. The typical college course requires **2-3 hours** of preparation outside of class for every hour spent in class.
- I will take attendance using a seating chart. I will begin deducting points after one unexcused absence and I will stop grading after **5** absences.
- There are no individual extra credit projects. Period. Everyone's grade for the course is based on the same material.
- Do **NOT** anticipate any curving of grades.
- Incompletes are **not given** except under extreme circumstances.
- If you quit coming to class and fail to formally drop the class, you will get an **F or potentially an FN**.
- **Turn off all beepers and cell phones before coming into the classroom.** This means ringers *as well as texting!* The first incidence of class interruption will result in a warning. For subsequent offenses, the student will be asked to leave must get my permission before returning to class.
- Computer use in class is permitted for note taking and other class-related items. Use of a computer is a privilege, though, and the moment it becomes a distraction to me or others around you, you will lose that privilege permanently for the semester.
- While I understand some conversation with those around you is necessary at times, please keep the conversations to a minimum. If chatting becomes a distraction to me or your classmates you will be asked to leave and must get my permission before returning to class.
- Please arrive at class ready to work **on time**.
- **Bring your calculator to class**

Chapter	Title
1	The Financial Planning Process (5 HW points)
2	Measuring Your Financial Health and Making a Plan (5 HW points)
3	Understanding and Appreciating the Time Value of Money (10)
5	Managing Your Money (10)
6	Using Credit Cards: The Role of Open Credit (5)
7	Using Consumer Loans: The Role of Planned Borrowing (6)
8	The Home and Automobile Decision (8)
9	Life & Health Insurance (TBD)
13	Investing in Stocks (5)
14	Investing in Bonds and Other Alternatives (7)
15	Mutual Funds: An Easy Way to Diversify (6)
16	Retirement Planning (6)
17	Estate Planning (5)

For successful completion of the course, you should be familiar with (1) ALL material in the chapter listed, (2) ALL end of chapter questions, (3) suggested end of chapter Financial Planning Exercises (FPE), and (4) ALL lecture material related to the listed chapters.